

**Fairfax-Falls Church Community Services Board
Government and Community Relations Committee
July 7, 2003**

The Government and Community Relations Committee of the Fairfax-Falls Church Community Services Board meet in regular session at the Alcohol and Drug Services Administrative office on Jermantown Road, Suite 100, Fairfax.

Committee members present: Jessica Burmester, Anngie Johnson, Ben Pepper, Dave Redman

CSB staff present: Mary Kudless, Debra Piansky

1. Meeting Called to Order

Anngie Johnson called the meeting to order at 6:05 p.m

2. Approval of June Minutes

The minutes were approved by Jessica Burmester, second by Ben Pepper, after amending Item 6 – General Discussion, Annual Report by adding “Committee members strongly supported idea”.

3. Action Item Status

Anngie Johnson directed Ruth Gerbec to provide Board Members their packets of CSB Brochures and Speaker Bureau Brochures at the July 23 board meeting.

- CSB Video -- ready by July.
- Advocacy Handbook -- Ruth Gerbec should provide additional (GCR unique) material to Lara Larson.
Action: Send outline of Notebook to Board members.
- NOVA Roundtable - - Jim Thur will be asked to follow up with Jim Dyke and to include Dave Redman in these discussions.
By August 2003.
- Contact Civic Organizations - - Ruth Gerbec to advertise our interest in providing speakers to Civic Associations. Review list of Civic Associations and ask Board Members to make substantial outreach efforts.

ACTION: Ruth Gerbec will update all this information on the Action Tracking System chart.

4. Community Relations

- Civic Associations, Chambers of Commerce, Human Services Alliance - - Ruth Gerbec is asked to send out an e-mail to all Board Members. "A Call for Future Engagements". Have Board Members make substantial contacts with Civic Associations by September. Investigate putting ads in local papers advising of our interest in speaking to groups. Ben Pepper brought an example of such a newspaper "The Mount Vernon Voice"
Responsible Party: Ruth Gerbec
- Calendar - - members reviewed list of monthly activities that GRC may play a role in. Anngie Johnson suggests a single calendar approach. Issue referred to Ruth Gerbec with September deadline.

5. Government Relations

- Legislative Program - - staff will write up recommendations from July 15, 2003 VACSB meeting where CSB priorities for state budget will be discussed.
Action: Complete draft for July 23 Board meeting.
- BOS Elections - - Hold off on outreach until December.
- Federal and State Issues - - No report – Jim Thur will provide update at September GRC meeting.

6. General Discussion

- CSB Website - - Ruth Gerbec to design the website. Ruth Gerbec to work with Anngie Johnson on what to compile. Ruth Gerbec to work with members to give her items to put on Website. Anngie Johnson wants GRC calendar, minutes and action plan on Website.
By September 2003
Action: Ruth Gerbec will put this on Action Tracking System
- Red Cross - -The American Red Cross needs more health care professionals to volunteer and receive Red Cross training and wants to work with CSB staff on this. Mary Kudless will discuss this issue of CSB staff volunteering with the American Red Cross further with Jim Thur and develop some options. At this time, the County is working on coordinating County resources for the American Red Cross during emergencies/disasters. The Government and Community Relations Committee wants to work on a positive solution to this request from the American Red Cross.
Action: Mary Kudless to revisit this topic with Jim Thur

- Retreat - - Anngie Johnson suggested that the CSB include a training session on advocacy for Board Members at the next Retreat and recommends Jessica Burmester to lead the session. Jessica believes this training may be more accommodating if presented in conjunction with a board meeting. No retreat is planned for this year.
Recommendation: refer discussion to executive committee meeting on July 14th.
- Criteria for Board Members - - The word “criteria” should be changed to perhaps duties or job description. Should ask Lara Larson if she sends the “job description” to the Board of Supervisors when they are looking for new members to join. If not, please do so.
Action: Response from Lara Larson.
- Assessment of Government and Community Relations Activities - - Anngie Johnson raised the concept of GRC having outcome measures for its work. Everyone is asked to think of outcomes that would provide appropriate measures of GRC activities/tasks.
Action: Discussion postponed until September.
- Laurel Hill --Jessica Burmester spoke about Laurel Hill and the fact that many boards, authorities and commissions are taking positions on what needs to be developed there. Dave Redman is signing the Board’s letter tonight.
- Long Term Care - - Jessica Burmester reminded members that she is serving on this task force and there is interest in Laurel Hill.